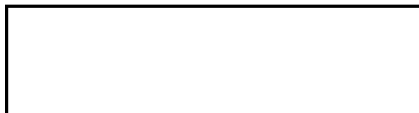


OC M76-691
3 November 1976

STAT
MEMORANDUM FOR: Director of Data Processing
FROM :
OC ADP Control Officer
SUBJECT : ADP Survey
REFERENCE : ODP 2128 Dated 21 October 1976; Same Subject

Attached is the OC response to referenced request.



Attachment As Stated

Distribution:

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1 - ADP File w/att ✓
STAT OC/ACP CO lyt (3 November 1976)

OFFICE OF COMMUNICATIONS

ADP SURVEY

I. ADP Equipment

<u>Manufacturer</u>	<u>Model</u>	<u>Purchase Cost if Owned</u>	<u>Instal- lation Date</u>	<u>Maintenance</u>	<u>Location</u>	<u>Applications</u>
Hewlett Packard	2116B	\$11,500	Mar 1970	None	<div style="border: 1px solid black; width: 50px; height: 40px;"></div>	TEMPEST Testing STAT
IBM	Sys III Mod 4	\$71,000	Oct 1976	\$11,000		Crypto Accounting
UNIVAC	9300	\$25,929	Jul 1968	\$46,000	Hqs.	Data Communications

II. ADP Services

a. Contractual

None

b. In-house

(1) Data Base Management
Operators
Other

FY-77 Manpower

Total Manpower

STAT

II. ADP Services (Continued)b. In-house(2) H.P. 2116B
Batch ProcessingFY-77

100%

IBM Sys III
Batch Processing

100%

UNIVAC 9100
Batch Processing

100%

III. ADP Budgets

<u>Description</u>	<u>Object Class</u>	<u>FY-75</u>	<u>FY-76</u>	<u>FY-77</u>	<u>FY-78</u>	<u>FY-79</u>	<u>FY-80</u>	<u>STAT</u> <u>FY-81</u>	<u>FY-82</u>
No. of Positions									
Personnel Compensation and Benefits	1100/1200	\$165	\$165	\$158	\$161	\$169	\$169	\$169	\$169
ADP Rental Equipment	2358	57	57	11	11	11	11	11	11
ADP Maintenance	2503	7	7	6	6	6	6	6	6
ADP Contractual Services	2543	56	160	261	261	261	261	261	261
ADP Supplies	2609	-	-	-	-	-	-	-	-
ADP Equipment Purchases	3109	-	71	-	-	-	-	-	-
Totals		0.4%	0.5%	0.4%	0.4%	0.4%	0.4%	0.4%	0.4%

IV. ADP Management Process

Individual OC components propose ADP management applications when they feel that a requirement can be best met by use of ADP resources. The proposal includes a recommendation for use of ODP resources or procurement/rental of equipment. The proposal is reviewed by the OC ADP Committee and the Committee recommends approval or other action to the Deputy Director of Communications. When use of ODP resources is approved, the requirement is forwarded to ODP with a request for a feasibility study. When procurement or rental of dedicated equipment is approved, the requirement is forwarded for review and approval of ODP and action by OL.

In late 1973, OC established one full-time position with the title OC ADP Systems Administrator (OC-ADP/SA). The incumbent spent nearly full time during 1974 and 1975 assisting OC components in reviewing existing OC ADP applications and reviewing and implementing new applications. The OC ADP Committee-D/CO approval channel was used extensively. At present the central ADP control function is combined into the Office of the Executive Assistant.

During 1973, and continuing into 1974, a complete review was made of all OC ADP management applications. Action is now under way to again review and prioritize all current OC ADP applications with a view to reduction by discontinuing any applications which are found to be of marginal value.

The ODP monthly project activity reports are useful as a monitoring and review mechanism. They form the basis for a monthly review of individual project use trends and the overall office rate of use.

We look to ODP for ADP policy guidance. In part such guidance is provided as a part of the review of ADP acquisitions and by project feasibility and project proposal studies. We have relatively few procurement proposals and would have no objections to ODP suggestion of alternatives.

Management and control of OC operated computers is handled within the component with responsibility for the activity to which they are located. The UNIVAC 9300 is used primarily for data communications, but is used when available for some minor management applications. The IBM system III is used exclusively for cryptographic material management including distribution and accounting. The Hewlet Packard 2116B is used exclusively for communications security functions, including automation of TEMPEST testing.

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V. Reporting Organization and Contact

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the OC ADP Control Officer. He can be contacted on extension

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